

**STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765**

EXAMINATION REPORT
OF

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 27 AND 327
CLINTON, INDIANA

January 1, 2004 to December 31, 2004



TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Independent Accountant's Report.....	3
Schedule of Collections and Distributions.....	4
Notes to Schedule of Collections and Distributions	5
Statistical Information.....	6
Exit Conference.....	7

OFFICIALS

Office

Official

Term

Chairman, Bureau of Motor
Vehicles Commission

Gerald Coleman
Mary DePrez
Joel Silverman

01-06-02 to 02-29-04
03-01-04 to 01-09-05
01-10-05 to 01-11-09

Branch Manager

Wannita LaTourette

01-01-04 to 12-31-05



STATE OF INDIANA

AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2765

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE STATE BUREAU OF MOTOR VEHICLES COMMISSION

We have examined the Schedule of Collections and Distributions of the State Bureau of Motor Vehicles Commission License Branch Numbers 27 and 327 (Branches) for the period of January 1, 2004 to December 31, 2004. The Branch's management is responsible for the schedule. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the Schedule of Collections and Distributions and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedule referred to above presents fairly, in all material respects, the cash transactions of the Branches for the year ended December 31, 2004, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

November 29, 2005

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 27 AND 327
 CLINTON, INDIANA
 SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS
 January 1, 2004 to December 31, 2004

	Branch Number 27	Branch Number 327	Totals (Memorandum Only)
Collections:			
Registrations	\$ 1,815,533	\$ 413,514	\$ 2,229,047
Titles	369,252	143,999	513,251
Drivers licenses	69,161	13,737	82,898
Watercraft	29,454	7,132	36,586
Miscellaneous	<u>131</u>	<u>59</u>	<u>190</u>
Totals	<u>\$ 2,283,531</u>	<u>\$ 578,441</u>	<u>\$ 2,861,972</u>
Distributions:			
State fees	\$ 891,093	\$ 260,383	\$ 1,151,476
County tax	1,193,806	273,065	1,466,871
Commission fees	<u>198,632</u>	<u>44,993</u>	<u>243,625</u>
Totals	<u>\$ 2,283,531</u>	<u>\$ 578,441</u>	<u>\$ 2,861,972</u>

The accompanying notes are an integral part of the schedule.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 27 AND 327
CLINTON, INDIANA
NOTES TO SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS

Note 1. Introduction

The Motor Vehicles Commission was created to manage the motor vehicle license branches. The Bureau of Motor Vehicles is a separate state agency which provides support services to the Commission controlled license branches. The license branches collect fees which fund the Motor Vehicles Commission. The license branches collect and forward county taxes (excise tax, wheel tax, and surtax) and state fees. The Commission has one contractual branch that is administered by an individual contractor according to Bureau policies. The Commission has developed a mobile license branch to serve the need of CDL license issuance and other special needs as they arise.

Note 2. Collections and Distributions

Each branch collects fees and taxes when vehicle and watercraft registrations, titles, and drivers licenses are sold. Fees are uniform throughout the state.

The total daily collections are deposited to a single bank account. From this account the collections are distributed to separate bank accounts which are not controlled by the license branch and belong to the state, county and Bureau of Motor Vehicles Commission.

Note 3. Banking System

The Bureau of Motor Vehicles Commission has entered into an agreement with Bank One for a cash concentration system. The system utilizes a series of individual noninterest bearing accounts (clearing accounts) from which all fees and taxes are transferred.

Note 4. Satellite Branch

This report contains financial and statistical information for both Clinton License Branch Number 27 and Cayuga License Branch Number 327. The Cayuga License Branch is a satellite branch of the Clinton Branch. The Cayuga License Branch has limited hours of operation and all personnel and support are provided by the Clinton License Branch.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 27 AND 327
 CLINTON, INDIANA
 STATISTICAL INFORMATION
 January 1, 2004 to December 31, 2004

<u>Transactions Processed</u>	<u>Branch Number 27</u>	<u>Branch Number 327</u>	<u>Totals (Memorandum Only)</u>
Vehicle registrations:			
Passenger	8,456	1,857	10,313
Motorcycle	460	103	563
RV (housecar)	224	84	308
Light truck	4,654	1,121	5,775
Other truck	175	25	200
Farm truck	105	76	181
Tractor	61	17	78
Trailer	1,534	484	2,018
Semitrailer	219	39	258
School and church bus	10	12	22
Other	131	10	141
Total vehicle registrations	<u>16,029</u>	<u>3,828</u>	<u>19,857</u>
Drivers licenses and permits:			
Drivers licenses/learners permits	2,998	625	3,623
CDL licenses/CDL permits	234	47	281
Placards	368	68	436
Other	1,712	318	2,030
Total drivers licenses and permits	<u>5,312</u>	<u>1,058</u>	<u>6,370</u>
Titles:			
Vehicles	5,050	1,285	6,335
Watercraft	64	20	84
Total titles	<u>5,114</u>	<u>1,305</u>	<u>6,419</u>
Total watercraft registrations	<u>521</u>	<u>148</u>	<u>669</u>

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 27 AND 327
CLINTON, INDIANA
EXIT CONFERENCE

The contents of this report were discussed on November 29, 2005, with Wannita LaTourette, Branch Manager. Our examination disclosed no material items that warrant comment at this time.